

<div style="margin-bottom: 10px;">_____ _____ _____ _____ _____ _____</div> Petitioner, vs. _____ _____ Respondent.	<div style="margin-bottom: 20px;">NO. _____</div> ORDER FOR INCOME WITHHOLDING
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1. Official notification of Chapter 252D income withholding has been served, if required, or is contained in the support order.

- The withholding of income is adjudged and entered against the obligor pursuant to Iowa Code Chapter 252D.***

(a) Deduct from the obligor's income the sum of \$_____ per _____ as payment of a current support obligation.

- 470/1916 (REV. 06/99)

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- (c) Identify all payments for this obligor by case #_____.
- (d) Transmit a check for the total sum to be deducted to:

Collection Services Center
P.O. Box 9125
Des Moines, IA 50306-9125

The obligor is subject to:

Immediate Income Withholding.

Mandatory Income Withholding. The obligor's total support delinquency is equal to or greater than the amount owed for one month. Amounts subject to immediate withholding under a prior order are incorporated as follows:

None

Provisions of an order requiring Immediate Income Withholding entered on or about the _____ day of _____, are incorporated in this order.

Amended Income Withholding. This order amends any income withholding orders which were issued by the Child Support Recovery Unit under this docket number.

Lump Sum Income Withholding.

- (a) Withhold the lump sum amount designated herein or 50% of the payment the obligor will receive, whichever is less. For Lump-Sum income withholding, withhold a maximum of \$_____.
- (b) Identify all payments by the case #_____.

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- (c) Transmit a check for the total sum to be deducted to:

Collection Services Center
PO Box 9125
Des Moines, IA 50306-9125

Child Support Recovery Unit

Notice to Income Withholders

1. The withholding order or notice of the order for income withholding for child support or child support and spousal support has priority over a garnishment or an assignment for any other purpose.
2. As reimbursement for processing costs, the income withholder may deduct a fee of no more than two dollars for each payment in addition to the amount withheld for support. The income withholder is not required to vary the payroll cycle to comply with the frequency of the notice of the order.
3. The amount withheld for support, including the processing fee, shall not exceed the amounts specified in 15 U.S.C. 1673(b).
4. The income withholding order is binding on existing or future income withholders ten days after receipt of the copy of the order or the notice of the order, and is binding regardless of whether the copy of the order received is file-stamped.
5. The income withholder shall send the amounts withheld to the Collection Services Center within seven business days of the date the obligor is paid. "Business day" means a day on which state offices are open for regular business.
6. The income withholder may combine amounts withheld from the obligor's income in a single payment to the Collection Services Center. Whether combined or separate, payments shall be identified by the name of the obligor, account number, amount, and the date withheld. If payments for multiple obligors are combined, the portion of the payment attributable to each obligor shall be specifically identified.

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7. The withholding is binding on the income withholder until further notice by the court or the Child Support Recovery Unit.

8. If the income withholder knowingly fails to withhold income or to pay the amounts withheld to the Collection Services Center in accordance with the provisions of the order or the notice of the order, the income withholder has committed a simple misdemeanor and is liable for the accumulated amount which should have been withheld, together with costs, interest, and reasonable attorney fees related to the collection of the amounts due from the income withholder.

9. The income withholder shall promptly notify the Child Support Recovery Unit when the obligor's employment or other income terminates and provide the obligor's last known address and the name and address of the obligor's new income provider, if known.

10. Any income withholder who discharges an obligor, refuses to employ an obligor, or takes disciplinary action against an obligor based upon income withholding is guilty of a simple misdemeanor. A withholding order or the notice of the order for income withholding has the same force and effect as any other district court order, including, but not limited to, contempt of court proceedings for noncompliance.

11. a. Beginning July 1, 1997, if an income withholder does business in another state through a registered agent and receives a notice of income withholding issued by another state, the income withholder must withhold funds as directed. Beginning January 1, 1998, any income withholder must withhold funds as directed in a notice issued directly by another state. Income withholders should follow the laws of the state of the obligor's principal place of employment when determining all of the following:

- (1) The fee for processing an income withholding payment.
- (2) The maximum percentage of income you may withhold.
- (3) The time periods for starting the income withholding order and when to mail the support payments.
- (4) The process for withholding and providing payment when multiple income withholding notices exist.
- (5) Any withholding terms or conditions not specified in the order.

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b. An income withholder who complies with an income withholding notice that is regular on its face shall not be subject to any civil liability to any individual or agency for conduct in compliance with the notice.

12. The payor of income shall comply with chapter 252K when receiving a notice of income withholding from another state.

Notice to the Obligor

You may move to quash an income withholding order or a notice of income withholding by filing a motion to quash with the clerk of court.

1. Grounds for contesting a withholding order include the following:
 - a. A mistake of fact for purposes of a motion to quash means an error in the amount withheld for payment, or the amount ordered to be withheld, or the identity of the obligor.
 - b. For immediate income withholding only, good cause or a written agreement existed at the time of implementation of the withholding.

Please note: A motion to quash is not a method to modify current child support or address issues of visitation.

2. The clerk of the district court shall schedule a hearing on the motion to quash for a time not later than seven days after the filing of the motion to quash and the notice of the motion to quash. The clerk shall mail to the parties copies of the motion to quash, the notice of the motion to quash, and the order scheduling the hearing.
3. The income withholder shall withhold and transmit the amount specified in the order or notice of the order of income withholding to the Collection Services Center, until the notice that a motion to quash has been granted is received.